

**UNAPPROVED MINUTES  
CITY OF MILPITAS  
PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION**

**Minutes:** Regular Meeting of the Parks, Recreation and Cultural Resources Commission  
**Date of Meeting:** March 3, 2003  
**Place of Meeting:** Milpitas City Hall, 455 E. Calaveras Blvd. Committee Conference Room

**I. Call to Order** Chairperson Munzel called the meeting to order at 7:00 PM

**II. Flag Salute** The Chair led the Commission in the Pledge of Allegiance

**III. Roll** Commissioners Present: MacKenzie, Mohsin, Munzel, Tuason and Alternate's Ku and Mathur

Commissioners Absent: Gill and McGuire

City Staff Present: Recreation Services Manager, Bonnie Greiner; Public Services Supervisor, Jennifer Tagalog;

City Council Liaison Present: Council Member Polanski

**IV. Alternates** The Chair sat Alternates Ku and Mathur.

**V. Agenda** Chairperson Munzel informed the Commission that the recommendation for item #4 should be changed to say, Chairperson will appoint one Parks, Recreation and Cultural Resources Commissioner to assist on the 50<sup>th</sup> Anniversary Celebration Committee.

**MOTION** to approve the Agenda for March 3, 2003 as amended.

M/S: Mohsin/Ku Ayes: All

**VI. Minutes** **MOTION** to approve the Minutes of February 3, 2003.

M/S: Tuason/Mohsin Ayes: All

**VII. Citizen's Forum**

None.

**VIII. Announcements/Correspondence**

Recreation Services Manager, Greiner announced the following items:

- The California Parks and Recreation Society Conference will be held March 20-23, 2003 at the San Jose Convention Center. Staff had received a complimentary pass to attend the trade show on March 21, 2003 (930am-4pm) and March 22, 2003 (930am-1pm). Commissioners MacKenzie, Mathur, Mohsin, and Munzel were interested in receiving a complimentary pass. Staff would be sending the complimentary passes to those interested.
- Arbor Day will be held on Saturday, April 27, 2003, at Murphy Park from 10:00 a.m. to 2:00 p.m. The event will include a variety of activities and a compost giveaway starting at 8:00 a.m.
- Fishing in the City was held on February 23, 2003, from 8:00 a.m. to 12 p.m. at Ed Levin Park. 120 children attended the event in addition to 50 individuals who volunteered. She also mentioned that no fish were caught at the event, as it appears the County did not stock the pond.

- Staff will be taking digital photos of Commissioners after the meeting to be placed on the web-site.

Commissioner Munzel provided an update on Commissioner McGuire. He indicated that Commissioner McGuire has resigned from the Open Space Authority however, would be holding off on resignation to the PRCRC, until recovered from surgery.

## **IX. New Business (A)**

### **1. Youth Sports Assistance Fund – Melissa Crespo**

On June 25, 2002 the Milpitas City Council approved and appropriated \$10,000.00 for the Youth Sports Assistance Fund for the 2002-2003 budget year. Included in the Commissions packet for review and consideration was (1) Youth Sports Assistance application.

An Individual Youth Sports Assistance Fund application was received from Melissa Crespo, requesting, \$1,500.00 to offset the cost of competing in the Sports USA soccer tournament in Australia, July 5-15, 2003.

This application falls within the guidelines, under the section, "Funding consideration will be given", page 3 item #4 states; "As an event occurring where additional funding is required for a special event where participants are advancing beyond the normal spectrum of league play, hence causing additional expenses."

There is currently a balance of \$7,170.00 in the 2002-2003 Youth Sports Assistance Fund. Staff recommended awarding Melissa Crespo the maximum amount of \$500.00 therefore leaving a balance of \$6,670.00 for the remainder of the fiscal year to be used for future Youth Sports Assistance Fund requests.

Chairperson Munzel felt the Commission should expend as much of the Youth Sports Assistance fund monies FY 2002-2003 as possible since it was basically a use it or lose it situation.

Recreation Services Manager, Bonnie Greiner, explained that the following organizations have not applied for monies to date: Little League North, Little League South and Bobby Sox. She said that these groups typically do submit applications each fiscal year, which could result in the amount of \$3,000.00 if the maximum amount was awarded.

The Commission questioned staff if they were allowed to recommend approval for monies over the maximum for individual(s) and organizations. Staff indicated that it was up to the discretion of the Commission to make the exception of exceeding the guideline maximums, however, they could certainly recommend that option to City Council.

Commissioner MacKenzie suggested having either stickers or patches with the City of Milpitas logo made so Youth Sports Assistance grantees could place them on an appropriate location(s) (i.e. cars, bmx bikes, jersey's, etc) at Sporting competitions to promote the City of Milpitas. The entire Commission was very receptive to his idea.

Grant applicant Melissa Crespo was in attendance at the meeting in representation of the application request. At the request of the Commission, she explained the selection process for the Sports USA soccer team in which 25 girls from around the United States were chosen. She also provided an overview of her schedule during her stay in Australia and said she plays Center defender.

Debbie Giordano, mother of Melissa Crespo, explained that the \$1,500 request is 50% of the cost of the trip. She also read her daughter's letter of recommendation from Roger Yee.

**MOTION** to approve the Individual Youth Sports Fund Request for Melissa Crespo in the amount of \$1,500.00.

M/S: Krommenhock, MacKenzie Ayes: All

## **X. Old Business**

### **1. Commission Work Plan**

At the November 4, 2002 meeting, the Commission was requested to create a Work Scope and prioritize the items for recommendation to be taken to City Council for review and consideration. At the January 6, 2003 meeting the Commission discussed and evaluated the areas and issues that the Commission would like to address in 2003-2004 by creating a work scope.

At the February 3, 2003 meeting, the Commission was asked to rank them in importance and identify them as being short-term goals, long term goals and on-going or annual tasks. Included in the packet for review was the draft copy of the Commission Work Plan.

Commissioner Mohsin expressed safety concerns with regards to poor maintained wooden posts causing splinters in children at the crossover posts on pedestrian walkway located between Canada Drive to Gill Park. She questioned if the Commission could direct the Park Supervisor to handle such requests. Staff indicated that the Commission can provide input addressing concerns into the Work Plan, allowing to work more closely with Public Works. Chairperson Munzel indicated that the Commission can provide input, however, they do not direct the work of staff.

Commissioner Krommenhock felt the Parks Department should have a regular painting schedule for such items.

Commissioner Tuason also requested an update on the par-course exercise benches and trails as he had received several requests from the public on the status of this project.

Council member Polanski indicated that if any Commissioner has concerns or issues such as these, should either call a City council member or Bonnie Greiner immediately so that action can be taken immediately.

Commissioner MacKenzie expressed interest in offering promotional opportunities for individuals/groups to get public recognition (especially for groups/individuals which do not typically receive recognition (i.e. BMX biking, etc.) Commissioner Mohsin suggested having a built in mechanism for this type of promotion and suggested contacting the Milpitas Post. The Commission was very receptive to this idea. Staff recommended amending the Youth Sports

Grant Guidelines to include verbiage to allow for advertising. Chairperson Munzel appointed Commissioner MacKenzie to work with staff on this project and to return to the PRCRC in the future.

Below is the Commission Work Plan with the additions and changes discussed by the Commission are indicated in bold:

#### BACKGROUND

Pursuant to the Parks, Recreation and Cultural Resources Commission (PRCRC) Bylaws, the Parks, Recreation and Cultural Resources Commission serves as an advisory body to the City Council on matters regarding the operation and maintenance of recreation, leisure services, historic preservation activities and the acquisition, planning and development of new and existing parks and facilities. Council directive was for the Parks, Recreation and Cultural Resources Commission to develop a work plan, defining the short-term and long-term goals and on going projects.

#### Short-term Goals

1. Art in your Park – work with the Arts Commission and the Milpitas Alliance for the Arts on implementation, creating checklist for proper neighborhood/community notification, input, and meetings.
2. Joint meeting with BTAC – discuss Park Metro park plans, pedestrian over cross.
3. Youth Sports Grant Trophy Case – acquire **multi-functional** space for the display of trophies, **photos, awards, etc.** from Youth Sports Grant recipients.
4. City of Milpitas 50<sup>th</sup> Anniversary – serve as an advisory body for event as requested by City Council.
5. **Pursue recognition patches or stickers for Youth Sports Grant recipients to display at sporting functions to promote The City of Milpitas.**
6. **Amend Youth Sports Grant Guidelines to incorporate achievements in local paper i.e. press releases, etc.**

#### Long-term Goals

1. Park Maintenance Schedule – in working the Parks Department, help create maintenance schedule for City parks as a preventative measure to ensure park quality, and preservation of historic buildings.
2. Park Construction and Expansion - work along with Parks Department to provide feedback and input.
3. Park Rehabilitation- provide feedback and input to the Parks Department

#### Recurring Annual Tasks

1. Youth Sports Grant Fund Requests (as applied)
2. Child Care Grant Fund Requests (as applied)
3. City Park Tour (June meeting – every other year)
4. City Historical and Cultural Site Tour (June meeting – every other year)

**MOTION** to recommend approval of Commission Work Plan with the above additions.

M/S: Mohsin, Tuason                      Ayes: All

## **XI. New Business (B)**

### **1. Christ Community Church of Milpitas – Facility use on April 19, 2003 at Sinnott Park**

Christ Community Church of Milpitas was requesting the use of Sinnott Park for their annual Easter Egg Hunt on April 19, 2003. As detailed in resolution 6130, any group requesting the use of a City facility for a special event in attendance of excess of 250 participant, must be approved by the Parks, Recreation and Cultural Resources Commission. A copy of the application proposal providing details on the event was enclosed in the agenda packet for review.

Brenda Santa Cruz, representative from Christ Community Church was in the attendance to answer questions for the application request. At the request of the Commission, she gave an overview of the event details explaining how the event was organized to maintain control at the Easter Egg Hunt areas.

**MOTION** to approve the Christ Community Church request for use of Sinnott Park on April 19, 2003 for their Annual Easter Egg Hunt.

M/S: Mohsin, Krommenhock Ayes: All

### **2. Park Mileage Signs**

On August 7, 2002, Ray Magalang of the Community Advisory Commission requested that the distance be measured around city parks and posting signage indicating the mileage. By doing this, citizens who are walking or jogging around each park for either medical, or various fundraising events, would have an accurate idea of how far they were walking or jogging around each. On October 2, 200, the PRCRC voted unanimously to recommend having signs ordered and posted in the appropriate parks/trails. The following parks/area were chosen to post mileage signs: Hidden Lake, Foothill, Creighton, Ben Rodgers, Augustine, Cardoza, Pinewood, Hillcrest, trails going from Walter Reuther to Gill, and trails going from Murphy to Sinnott Park.

Arlene DeLeon, Traffic Engineer was present at the meeting to provide an update on this project. She distributed maps of the above-mentioned parks indicating possible walking areas/routes and samples of possible markings/signs to post at park site. She expressed the difficulty in finding a uniform way to mark the parks due to the complexity of the trails and where they begin/finish.

The Commission discussed at length the following ways to display the park mileage signs:

- 1) New signs (costly)
- 2) Adding sign to current park rules signs (most cost effective)
- 3) Markings on pavement (could be a problem since some trails aren't paved)

Recreation Services Manager, Bonnie Greiner said the new signs could be tied into Capital Improvement Projects for Park modifications and be incorporated at that time.

Chairperson Munzel felt it would be most cost effective to add to existing park signs and then when the park is scheduled to be modified add new sign(s).

Commissioner Mathur suggested having a sign with a suggested course and indicate the distance.

Commissioner MacKenzie indicated that he often receives requests from the public about having more trees or having additional play equipment installed at parks. He personally hasn't ever received such a request for mileage signs, and therefore was opposed to spending monies on signs. Commissioner Ku agreed with Commissioner MacKenzie.

Council member Polanski felt walkers/joggers could use an odometer to track mileage if they were interested in doing so and/or post signs at Parks having natural walking areas (i.e. Hidden Lake Park).

Recreation Services Manager, Bonnie Greiner, suggested the Commission could view these parks during the Park Tour in June and would have a better idea on the areas, which would be most natural to walk.

In the mean-time, the Commission requested Arlene DeLeon, Traffic Engineer, to return to the Commission in the future with a cost estimate and sample signage indicating the suggested routes and mileage which would be added to the existing park rules at designated parks.

Commissioner MacKenzie reminded staff that the area between Augustine Park and Pico Park would need signage connecting to Hetch Hetchy trail (Coelho and Washington).

### **3. City of Milpitas 50<sup>th</sup> Anniversary Celebration**

The City Council approved the formation of a 50<sup>th</sup> Anniversary Celebration Committee that would be formed of City Council members and City Commissioners. The City Council has requested one volunteer from the Parks, Recreation and Cultural Resources Commission to volunteer as a Committee member for the City's 50<sup>th</sup> Anniversary Celebration.

Chairperson Munzel requested that any Commission interested in being on the committee, should write their name down and put it in manila folder as staff pulled name randomly with the following results: Commissioner MacKenzie appointed to the Committee and alternate #1 Commissioner Ku (will be out of town for several summer months, so an alternate # 2 of Commissioner Mohsin was chosen.

## **XII. Staff Reports**

None.

## **XIII. Liaison Reports**

### **1. City Council**

Council member Polanski reported on the following City Council items that were agendaized for the March 4, 2003 meeting:

- City Hall 3<sup>rd</sup> floor modifications for public access which would cost approximately \$45,000.

- Completion of 4<sup>th</sup> Floor to enable the City to use Redevelopment Fund vs. general funds after the close of this project.
- Praised City Manager and all departments who have made 2 M dollars in adjustments/cost savings for this fiscal year and plan to save an additional 1.2 M from now thru June.
- Several of the City Unions have sent letters willing to discuss cost savings with the City Council.
- The next Art in Your Park is scheduled for Hillcrest Park. The first meeting was held on February 15, 2003 with a positive response from the neighborhood. The next meeting is scheduled on April 17, 2003, at 7:30 p.m. at 2175 Field Crest, Milpitas. At the first meeting, the neighbors requested a basketball hoop in this passive park for the older kids.
- Council member Polanski's appreciation for the Commission's willingness to assist with the 50<sup>th</sup> Anniversary Celebration.

## **2. Community Advisory Commission**

Commissioner Mohsin reported that the CAC is currently working on the following items: Tree Amigos have planted 700 trees and have expended all the monies of the grant; Created a task force to change the Mayor's Term of office from two to four years; CDBG grant review meeting at the March 5, 2003 meeting; Neighborhood Night Out.

## **3. Senior Advisory Commission**

None.

## **4. Planning Commission**

Commissioner Tuason reported that the Planning Commission is currently working on the following items: Proposal from AT&T Wireless; Beer & Wine Sales at W. Calaveras; Starbucks at 1541 California Circle.

## **5. Youth Advisory Commission (YAC)**

Chairperson Munzel reported that the YAC held auditions for the upcoming Teen Talent Show. They are also planning for the following events: a Band Concert in the summer and Family Movie Night. They also discussed youth outreach and they suggested taking out ad space in the Milpitas High School Newspaper. He also indicated that YAC would return with further outreach ideas for this program.

## **6. Milpitas Historical Society**

None.

## **7. Arts Commission**

Recreation Services Manager, Greiner, reported the Arts Commission reviewed their Work Plan and will be combining the Phantom Art Gallery Gala Events to coincide with their regularly scheduled meetings to streamline the events and have a built in audience. The Phantom Art Gallery is currently booked thru 2005.

## **XIV. Future Agenda Items**

Cancellation of July, 2003, Parks, Recreation and Cultural Resources Commission.

**XX. Adjournment**

There being no further business, the Chair adjourned the meeting to March 3, 2003 at 8:18 PM.